

**Department of Transportation
Bureau of Maintenance and Operations
Direct Hire
JOB OPPORTUNITY**

DIVISION: #7 Dixfield

LOCATION: Dixfield

CREW: 7424

DATE: August 11, 2003

BULLETIN NO.: 7-31-03

DATE CLOSED: August 22, 2003

JOB CLASSIFICATION: Highway Worker I (summer)

SALARY: 45 - \$9.21 to \$11.81 per hour

Value of State Paid Health & Dental \$265.82 biweekly

Value of State's share of employee's retirement 16.07%

JOB SUMMARY:

Performs manual laboring tasks, performs functions of alternate driver, refuels vehicles, performs preventive maintenance such as painting buildings, signs, general repairs etc. Must be able to operate a 4x2 highway patrol truck.

REQUIRED KNOWLEDGE AND ABILITIES:

Knowledge of hand and power tool operation.

Be able to perform normal lubrication and preventive maintenance on equipment involved.

Be able to prepare neat and accurate equipment operating reports.

Have the ability to follow written and oral instructions.

Be willing to follow safety directives both present and as modified in the future by the Department.

Be able to work with other employees

Be able to perform physical tasks

MINIMUM QUALIFICATIONS: Possession of the above knowledge and abilities and be at least 18 years of age.

NECESSARY SPECIAL REQUIREMENTS:

Hold a valid Class B Maine driver's license, and have previous experience in the operation of trucks.

Pass State paid Medical examination that includes a drug test and the Department's driver examination and road test for the assigned equipment.

Be willing to work any hours or any time, and any day, including holidays, as required, as driver, operator, or at manual labor as required

Have a telephone at place of residence.

Employees in this class, as a condition of employment, must on the initial day of employment provide and wear safety boots while in work status, which meets the ANSI standard and which are at least six (6) inches in height.

APPLICATION PROCESS:

Application Process: Each applicant, (including employees interested in a transfer), must complete the Direct Hire application form Per 3 and the MDOT supplement form Pr 6. These forms must be sent or hand carried by the closing date listed above to Norman C. Haggan, Division Engineer, Dept. of Transportation, P.O. Box 817, Dixfield, ME 04224.

It will be the applicant's responsibility to ensure that **the application is received and date stamped at the Dixfield Division Office no later than 4:30 P.M. on the closing date listed above.**

cc: All Divisions 7 Crews, Div. 1,2,3,4,5,6, Motor Transport, OEO, Maintenance & Operations, Human Resources, Traffic & Bridge Maintenance.

PLEASE LIST BULLETIN NUMBER ON PR-6 AND PER 3 WHEN APPLYING FOR POSITION.

MDOT is an equal opportunity/affirmative action employer